



***The Village of Biscayne Park***

Log Cabin - 640 NE 114th Street, Biscayne Park, FL 33161

**AGENDA  
REGULAR COMMISSION MEETING  
TUESDAY, MAY 3, 2022 – 7:00 PM**

**Tuesday, May 3, 2022 at 7:00 pm. Log Cabin, 640 NE 114th Street, Biscayne Park, FL 33161 Zoom Meeting ID: 863 8856 7337**

<https://us06web.zoom.us/j/86388567337>

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Additions, Deletions or Withdrawals to the Agenda**  
*At this time, any member of the Village Commission or the Village Manager may request to add, change, or delete items from the agenda.*
- 5. Presentations**
  - 5.a [Proclamation-Memorial Day](#)  
[Proclamation- Memorial Day 2022.pdf](#)
  - 5.b [Proclamation- Mother's Day](#)  
[Proclamation Mothers Day 2022.pdf](#)
  - 5.c [Proclamation- Municipal Clerks' Week](#)  
[Proclamation Municipal Clerks' Week 2022.pdf](#)
  - 5.d [Proclamation- Commemorating National Police week, May 15th-21st and National Peace Officers' Memorial Day, May 15, 2022.](#)  
[Police Week 2022.pdf](#)
  - 5.e [Board Members Recognition](#)  
**Nancy Davis**  
**Gary Kuhl**  
**Karen Marinoni**  
**Audra McCollum**  
**Brian McNoldy**  
**Jo Moore**  
**David Raymond**  
**Amy Raymond**

**6. Public Comments**

**7. Commission Reply to Comments**

**8. Reports**

Village Boards

Village Commission

Village Attorney

Village Manager

- 8.a [Manager's March Report](#)  
[March 2022 Manager Report.pdf](#)

**9. Consent Agenda**

- 9.a [Advisory Board Meeting Minutes](#)  
[Minutes Ecology Advisory Board 3-15-2022.pdf](#)  
[03-21-22\\_Signed & Approved Planning & Zoning \(P & Z\) Advisory Board Minutes.pdf](#)  
[03-21-22\\_Signed & Approved Local Planning Agency Board Minutes.pdf](#)  
[04-04-22\\_Signed & Approved Planning Advisory Board Minutes.pdf](#)  
[March\\_8\\_2022-BPFoundation-Minutes.pdf](#)  
[February\\_24\\_2022-Foundation-Minutes.pdf](#)  
[January\\_25\\_2022-Foundation-Minutes.pdf](#)  
[Minutes Park & Parkways March 16, 2022.pdf](#)
- 9.b [Commission Meeting Minutes](#)  
[RCM\\_Minutes\\_04.05.2022 Final.pdf](#)

**10. Ordinances**

- 10.a [Ordinance No. 2022-02- An Ordinance Adopting a New Chapter 19 of The Biscayne Park Land Development Code. \(Second Reading\)](#)

**AN ORDINANCE OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA ADOPTING A NEW CHAPTER 19 OF THE BISCAYNE PARK LAND DEVELOPMENT CODE ENTITLED “ VACATION RENTAL LICENSE PROGRAM” PROVIDING FOR THE LICENSING AND REGULATION OF SHORT-TERM VACATION RENTALS; PROVIDING FOR DEFINITIONS; PROVIDING FOR LICENSING REQUIREMENTS; PROVIDING FOR STANDARDS; PROVIDING FOR THE ADMINISTRATION OF THE PROGRAM; PROVIDING FOR ENFORCEMENT; PROVIDING FOR PENALTIES; PROVIDING FOR AN APPELLATE PROCESS; PROVIDING FOR VESTING OF EXISTING RENTAL AGREEMENTS; PROVIDING FOR INCLUSION IN THE CODE AND SCRIVENER’S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.**

[Short Term Rental Ordinance - Second Reading Ord 2022-02.pdf](#)  
[Legal Advertisement.pdf](#)

- 10.b [Ordinance No. 2022-04 An Ordinance Amending Fiscal Year 2021/2022 Budget Ordinance No. 2021-12. \(Second Reading\)](#)

**AN ORDINANCE OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, AMENDING FISCAL YEAR 2021/2022 BUDGET ORDINANCE NO. 2021-12; TRANSFERRING FUNDS FROM THE VILLAGE'S RESERVE TO THE ADMINISTRATION AND POLICE LINE ITEM EXPENDITURES, AND FURTHER BUDGET AMENDMENTS TO THE BUILDING FUND, THE AMERICAN RESCUE PLAN ACT FUND, AND THE ROAD FUND; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

[2022-04- Budget Amendment.pdf](#)

[Legal Advertisement.pdf](#)

- 10.c [Ordinance No. 2022-05 An Ordinance revising the name of the "Public Art Advisory Board" to the "Arts and Culture Advisory Board and the "Ecology Board" to the "Sustainability and Resilience Advisory Board," and Revising the Duties of the Aforementioned Boards." \(First Reading\)](#)

**AN ORDINANCE OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, AMENDING THE FOREGOING SECTIONS OF ARTICLE III "COMMISSIONS, BOARDS, AND COMMITTEES" OF CHAPTER 2 "ADMINISTRATION" OF THE CODE OF ORDINANCES OF THE VILLAGE OF BISCAYNE PARK, TO REVISE THE NAMES OF THE FOLLOWING BOARDS: SECTION 2-32. FROM "ECOLOGY BOARD" TO THE "SUSTAINABILITY AND RESILIENCE ADVISORY BOARD", SECTION 2-36 FROM THE "PUBLIC ART ADVISORY BOARD" TO THE "ARTS AND CULTURE ADVISORY BOARD"; FURTHER AMENDING SECTIONS 2-31, 2-32, AND 2-36 TO REVISE THE DUTIES OF THE AFOREMENTIONED BOARDS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

[Ordinance for Board Name Changes- ORD NO 2022-05.pdf](#)

## **11. Resolutions**

- 11.a [Resolution 2022-20 - Employee Health Insurance 2022 Plan Year](#)

**A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, APPROVING THE SELECTION OF FLORIDA BLUE AS THE PROVIDER OF EMPLOYEE HEALTH INSURANCE AND GAP PLANS, UNUM LIFE INSURANCE AS THE PROVIDER OF LIFE INSURANCE, SOLSTICE AS THE PROVIDER OF DENTAL AND VISION INSURANCE, FOR A ONE YEAR PERIOD; AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AGREEMENTS WITH THESE PROVIDERS; AUTHORIZING THE VILLAGE MANAGER TO DO ALL THINGS NECESSARY TO EFFECTUATE THIS RESOLUTION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

[Employee Benefits Comparison 2022.pdf](#)

[Employee\\_Benefit\\_Reso No 2022-20.pdf](#)

- 11.b [Resolution No. 2022-21- Authorization to purchase software licenses for Bluebeam Plan Review Software & Waiver of Competitive Bidding.](#)

**A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, WAIVING THE VILLAGE'S COMPETITIVE BIDDING PROCEDURES PURSUANT TO SECTION 2-139 OF THE VILLAGE'S CODE OF ORDINANCES, AND AUTHORIZING THE VILLAGE MANAGER TO PURCHASE SOFTWARE LICENSES FROM BLUEBEAM, INC., THE SOLE PLAN REVIEW SOFTWARE COMPATIBLE WITH OPENGOV, IN AN AMOUNT NOT TO EXCEED FIVE THOUSAND FOUR HUNDRED SEVENTY-SIX DOLLARS (\$5,476.00); AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO TWO (2) LICENSING AGREEMENTS WITH BLUEBEAM, INC.; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.**

[RESO 2022-21 Bluebeam.pdf](#)

[OpenGov-About\\_Bluebeam.pdf](#)

[Village of Biscayne Park\\_Bluebeam\\_quote\\_agreement\\_about\\_info.pdf](#)

- 11.c [Resolution 2022-22- Awarding and Approving RFP 2022-003 for Disaster Debris Removal & Disposal Services](#)

**A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, AWARDED REQUEST FOR PROPOSAL ("RFP") NO. 2022-003 TO CERES ENVIRONMENTAL SERVICES INC. AS THE PRIMARY BIDDER AND TFR ENTERPRISES, INC. AS THE SECONDARY BIDDER; APPROVING AGREEMENTS WITH CERES ENVIRONMENTAL SERVICES, INC., AND TFR ENTERPRISES, INC. FOR DISASTER DEBRIS REMOVAL & DISPOSAL SERVICE; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE SAID AGREEMENTS AND TO DO ALL THINGS NECESSARY TO EFFECTUATE THIS RESOLUTION, AND PROVIDING FOR AN EFFECTIVE DATE.**

[RESO 2022 -22 - Debris Removal \(002\).pdf](#)

[BP-RFP 2022-003-EVALUATION CRITERIA-COMPOSITE-Results.pdf](#)

[RFP2022-003-Disaster Debris Removal and Disposal Services -Finalv2.pdf](#)

[Debris Removal K - Ceres - Primary-agenda.pdf](#)

[Debris Removal K - TFR - Secondary-agenda.pdf](#)

[DRC Emergency Services, LLC-Required Proposal Documents.PDF](#)

[KDF Enterprises, LLC-Required Proposal Documents.pdf](#)

[Looks Great Services of MS, Inc-Required Proposal Documents.pdf](#)

[Superior Landscaping & Lawn Service, Inc\\_-Required Proposal Documents.pdf](#)

- 11.d [Resolution 2022-23- Awarding RFP 2022-004 Design-Build Services for Phase 1A Drainage & Roadway Improvements and Approving an Agreement with GenCon.](#)

**A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, AWARDED REQUEST FOR PROPOSAL ("RFP") NO. 2022-004 TO GENCON PARTNERS, INC., FOR "DESIGN-BUILD**

**SERVICES FOR PHASE 1A DRAINAGE AND ROADWAY IMPROVEMENTS” IN AN AMOUNT NOT TO EXCEED ONE MILLION SEVENTY-EIGHT THOUSAND FIVE HUNDRED NINETY DOLLARS AND SEVENTY CENTS (\$1,078,590.70), WHICH AMOUNT INCLUDES A TEN PERCENT (10%) CONTINGENCY OF NINETY-EIGHT THOUSAND FIFTY-THREE DOLLARS AND SEVENTY CENTS (\$98,053.70); AUTHORIZING THE VILLAGE MANAGER TO NEGOTIATE AND ENTER INTO AN AGREEMENT WITH GENCON PARTNERS, INC.; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE AN AGREEMENT IN SUBSTANTIALLY THE FORM ATTACHED HERETO AS EXHIBIT "A" AND EXPEND BUDGETED FUNDS ON BEHALF OF THE VILLAGE; AND PROVIDING FOR AN EFFECTIVE DATE.**

[RESO 2022 -23 Awarding and Approving Design Build K with Gencon.pdf](#)  
[BP-RFP 2022-004-EVALUATION CRITERIA-COMPOSITE RESULTS- Conflict of Interest Forms.pdf](#)  
[Biscayne Park Phase 1A Drainage DCP Bid Package.pdf](#)  
[Agreement with Gencon \(without attachments\).pdf](#)  
[Att. A. RFP2022-004\\_-\\_REPORT\\_OF\\_GEOTECHNICAL\\_EXPLORATION.pdf](#)  
[Att. A. RFP2022-004-\\_CONCEPTUAL\\_DRAINAGE\\_CALCULATIONS.pdf](#)  
[Att. E. Prohibition against Contracting with Scrutinized Companies Affidavit-CORRECTED STATUTE.pdf](#)  
[Att. F. EVERIFY AFFIDAVIT - VBP.pdf](#)  
[Att. A. RFP.pdf](#)  
[Att. A. RFP2022-004\\_-\\_DESIGN\\_CRITERIA\\_PACKAGE\\_NARRATIVE.pdf](#)  
[Att. A. RFP2022-004\\_-\\_DESIGN\\_CRITERIA\\_PACKAGE\\_TECHNICAL\\_SPECIFICATIONS.pdf](#)

- 11.e [Resolution No. 2022-24 Authorizing Lease with Toshiba American Business Solutions, Inc.](#)

**A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO EXECUTE A PURCHASE ORDER WITH TOSHIBA AMERICAN BUSINESS SOLUTIONS, INC. TO LEASE A MULTI-FUNCTIONAL DEVICE (PRINTER/COPIER/SCANNER) IN THE AMOUNT OF SIX THOUSAND SIX HUNDRED NINETY-FOUR DOLLARS AND FIFTY-SIX CENTS (\$6,694.56) OVER 48 MONTH TERM, PLUS COSTS FOR MONTHLY OVERAGES CHARGED ON A PER PAGE RATE, UTILIZING THE PRICES, TERMS AND CONDITIONS OF THE STATE OF FLORIDA, DEPARTMENT OF MANAGEMENT SERVICES, NASPO AGREEMENT, ATTACHED HERETO AS EXHIBIT “A”; AUTHORIZING THE village MANAGER TO DO ALL THINGS NECESSARY TO EFFECTUATE THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.**

[RESO 2022-24 Approving Toshiba \(002\).pdf](#)  
[Toshiba Amendment No 1 - Renewal.pdf](#)  
[Toshiba MPS Price List\\_August 2019.xlsx](#)  
[Toshiba Participating Addendum.pdf](#)

- 11.f [Resolution No. 2022-25 Appointment to Code Board](#)  
**A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, RATIFYING THE SELECTION, APPOINTMENT AND TERM OF OFFICE OF THE BOARD MEMBERS TO THE CODE COMPLIANCE BOARD; PROVIDING FOR AN EFFECTIVE DATE.**  
[RESO 2022-25 Code Compliance Board Member Selections.pdf](#)  
[Dale Blanton.pdf](#)  
[R. Barrientos.pdf](#)
- 11.g [Resolution No. 2022-26- Appointment of Board Members to the Planning Board.](#)  
**A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, RATIFYING THE SELECTION, APPOINTMENT AND TERM OF OFFICE OF THE BOARD MEMBERS TO THE PLANNING BOARD; PROVIDING FOR AN EFFECTIVE DATE.**  
[RESO 2022-26 - Appointments to Planning Zoning Board Members \(005\).pdf](#)  
[David Gruen- Application](#)  
[Board\\_Member\\_Application\\_2022Hammons.pdf](#)  
[Hammons\\_Scarlet\\_Master\\_Resume\\_10\\_7\\_20.pdf](#)
- 11.h [Resolution No. 2022-27- Appointment to the Public Art Board](#)  
**A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA APPROVING THE SELECTION AND APPOINTMENT OF MEMBERS TO THE PUBLIC ART ADVISORY BOARD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**  
  
[RESO 2022-27 Public Art Advisory Board Member Selections \(003\).pdf](#)  
[B. Watts Application.pdf](#)  
[KortiaK Mert.pdf](#)
- 12. **Discussion-Old Business**
  - 12.a [Swales Item Discussion](#)  
[Planning Board Recommendations from June 21 2021](#)  
[Ecology Board Recommendations for Swale Ordinance.pdf](#)  
[Swale Discussion.pdf](#)
- 13. **Discussion- New Business**
  - 13.a [Advisory Board Ethics Training](#)  
**DRAFT AN ORDINANCE REQUIRING ALL MEMBERS OF THE VILLAGE BOARDS TO HAVE YEARLY ETHICS TRAINING CONDUCTED BY THE MIAMI- DATE ETHICS COMMISSION.**  
  
[03-2022-\\_ADVISORY-BOARD-PARTICIPATION-HANDBOOK.pdf](#)
  - 13.b [Village Traffic and Road Safety](#)

13.c [Unsafe Structure: 826 NE 121 St.](#)

**I AM ASKING THE COMMISSION TO RESOLVE TO DO SOMETHING ABOUT THIS BLIGHTED PROPERTY, STARTING TONIGHT BY INSTRUCTING STAFF TO PROVIDE INFORMATION AT THE JUNE MEETING TO GUIDE US TO A PERMANENT RESOLUTION. (SOME INFORMATION MAY BE PROVIDED BY STAFF THIS EVENING, AND VALERIE VICENTE HAS ALREADY CONDUCTED SOME PRELIMINARY RESEARCH AFTER DISCUSSIONS WITH ME, WHICH SHE MAY SHARE WITH COMMISSIONERS IN ADVANCE OF THIS MEETING.)**

[826 NE 121 Street.pdf](#)

- 14. Request for Placement of Items on Next Meeting Agenda**
- 15. Announcements**
- 16. Ajournment**